



PROGRESS MEETING AGENDA

RE: Spencer Co. H.S. Academic and Athletics Buildings
for the Spencer Co. Board of Education
BG 17-236
SCB Project No. 1744

DATE: December 12, 2018, 10:00 a.m.

CONTRACT AMOUNT AND TIME

Original Contract Amount	\$5,146,853.00
Change Orders to Date: 0	\$0.00
Present Contract Amount	\$5,146,853.00
Current Percent Complete	3%

Contract Date: August 15, 2018
Substantial Completion: October 1, 2019.
Final Completion: October 31, 2019.

1 Schedule

- A. Work Completed in Past 30 Days
 - 1. Isaac Tatum reported the following:
 - a. Refer to Isaac Tatum hand out.
- B. Anticipated Work for Next 30 Days
 - 1. Isaac Tatum reported the following:
 - a. Refer to Isaac Tatum hand out.

2. Shop Drawings

- A. Shop Drawings from Contractor to Architect/Engineer
 - 1. Discuss critical shop drawings
- B. Color Selections
 - 1. All Color Samples shall be submitted prior to any selections.

2. Color selection for Brick has been confirm. A formal ASI will be issued.

3. **Operation & Maintenance Manuals**

A. These shall be submitted prior to Owner training, reviewed and approved by the Architect and Engineer.

4. **Deliveries**

A. Discuss delivery concerns.

5. **Outages**

A. Discuss any outages.

6. **Items Delaying the Project or Possible Delays**

A. Discuss any potential delays.

7. **Time Extensions**

A. Discuss time extensions.

8. **ASI's / RFI's**

A. ASI #1 - Pedestrian Entrance in Dumpster Enclosure.

B. RFI Nos. 1-3 have been submitted and answered.

1. RFI No.1 was answered regarding Musco Lighting breakers.
2. RFI No.2 was answered regarding Press box speaker.
3. RFI No.3 regarding location of wire guards is still open.

9. **Proposal Requests**

A. Proposal Request No. 1 have been issued for Parking lot striping. Price submitted is \$2,472. This pricing has been approved by the Owner and will be processed as Change Order No. 1.

10. **Change Orders**

A. Change Order No. 1 has been issued for PR No.1 - Parking lot striping.

11. **Pay Requests**

A. Pay Application No. 1 have been submitted and forwarded to the Owner for processing.

12. **Record Drawings**

A. The Contractor is reminded to maintain record drawings on site. All deviations from plans and uncharted utilities encountered shall be documented on the as-builts.

13. **Daily Clean-up**

- A. Discuss status of clean up

14. New Business

- A. Owner Comments

- 1.

- 2.

- 3.

- B. General Contractor Comments

- 1.

- 2.

- 3.

- C. Subcontractors' Comments

- 1.

- 2.

- 3.

- D. Architect / Engineer Comments

- 1.

- 2.

- 3.

15. Next Meeting Date

- A. The next progress meeting will be held on January 9, 2019 at 10:00 a.m. at the job site.